

Student Placement with CultureLink
Parkdale Community Information (PCI) Program
Position Description, April 2022

Placement Posting Number:	CLPS-2022-01
Purpose:	To assist vulnerable and isolated low-income racialized individuals particularly seniors, to access community resources.
Title:	Student Placement – Parkdale Community Information Program
Location:	Parkdale
Key Responsibilities/ benefits:	<p>The student placed in this program will have the responsibilities listed below. All activities will be performed under the supervision of CultureLink’s staff:</p> <ul style="list-style-type: none"> • Promote the CultureLink PCI program and establish positive relationships with CultureLink’s staff and community partners in Parkdale. • Outreach to clients and community partners. • Gain knowledge and skills to identify the needs of clients and help access community social services. • Improve their knowledge of community resources. • Improve their knowledge of different government applications. • Provide information and referrals to meet the needs of vulnerable and isolated low-income racialized individuals including seniors. • Follow up with clients as requested. • Develop program planning skills to organize and facilitate group sessions/workshops. • Be familiar with statistical and progress reports. • Participate in staff meetings, agency events, and community events. • Other duties as assigned by assigned supervisor.
Reports to:	Assigned supervisor.

Length of Commitment:	At any time during the school year.
Time Commitment:	Open.
Requirements:	<ul style="list-style-type: none"> • Up to date Vulnerable Sector Screening (Police Reference Check) • Proof of completion of an approved course of vaccination against COVID-19 at least 14 days prior to commencing placement activities or provide documentation to support an exemption based on grounds covered by the Ontario Human Rights Act (i.e. Medical exemption). • Commitment to anti-racism and combating other forms of discrimination • Ability to work cooperatively as part of a team and to give input into program
Application Process:	<p>Send the complete application form, resume and cover letter to placement@culturelink.ca at least six weeks ahead of placement start date.</p> <p>Include the posting number in the subject line of the email message.</p> <p>Application will be reviewed and qualified candidates will be invited for an interview with potential supervisor.</p>